

When applying for a single family dwelling/townhouse permit (SFD permit), you must contact the Planning Division and Public Works Department to ensure that you have met their requirements. The Planning Division and Public Works Department must sign off on the SFD permit prior to issuance from this office.

CHECK LIST

SFD Permit

Project Address _____

1. ___ Completed and signed SFD Permit Application
2. ___ Two (2) Complete Sets of Construction Plans including electrical, mechanical and plumbing
3. ___ Three (3) copies of the site plan indicating lot and block
4. ___ Energy calculations
5. ___ Letters from electrical, plumbing, and mechanical contractors and concrete testing company on their letterhead
6. ___ Check for filing fee

Additional Requirements

- Permits from Public Works: 240 314-8500
 - Sediment Control
 - Storm Water Management
 - Public Works Permit
- Approval from Planning 240 314-8200
- Forestry Approval 240 314-8705
- Historic District approval if property is located in the Historic District 240 314-8200